

Safeguarding Newsletter



Issue 3, November 2011

Diocese of Peterborough

News about safeguarding children and adults who may be vulnerable

An email for clergy, licensed lay ministers, parish safeguarding officers and churchwardens in the Diocese of Peterborough.

Welcome

I'm Garry Johnson, Safeguarding Officer (children and vulnerable adults), working 25 hours a week, usually Tuesday to Thursday, at the Diocesan Office in Peterborough. You can find this and previous Safeguarding Newsletters on the diocesan website at www.peterborough-diocese.org.uk/safeguarding/newsletter.htm

Don't forget! You can get information about many of your safeguarding queries online at the safeguarding pages of the website: www.peterborough-diocese.org.uk/safeguarding.htm.

Or you can ring Garry Johnson on 01733 887000, garry.johnson@peterborough-diocese.org.uk. For CRB forms and form filling queries contact Sharon Welbourne on 01733 887027, sharon.welbourne@peterborough-diocese.org.uk

IN THIS ISSUE

- ▶ Responding well to the sexually abused
- ▶ Training
- ▶ New referral form for children's social care
- ▶ Vetting and barring and Criminal Record Bureau checks
- ▶ Contacting local police
- ▶ Twelve steps for Safe Recruitment

Responding well to those who have been sexually abused

This new Church of England policy and guidance helps us focus on good practice in relation to those who have suffered from and survived abuse. You can click here to read the Church of England's policy *Responding Well to those who have been sexually abused* www.churchofengland.org/clergy-office-holders/child-protection-safeguarding.aspx, or click here to order a printed copy of *Responding Well* from Church House Publishing: www.chpublishing.co.uk/product.asp?id=2397218

TRAINING

Safeguarding Children and Adults who may be Vulnerable

New for next year is Safeguarding Adults who may be vulnerable (basic awareness). Training sessions for this and Safeguarding Children (basic awareness) are scheduled for:

Safeguarding Adults who may be vulnerable

- Tuesday 14th February 2012 @ Bouverie Court Northampton (9.30am - 1.00pm)
- Saturday 25th February 2012 @ Bouverie Court Northampton (9.30am - 1.00pm)
- Thursday 8th March 2012 @ The Cedar Centre, Castor (9.30am - 1.00pm)
- Thursday 22nd March 2012 @ Bouverie Court Northampton (9.30am - 1.00pm)

Safeguarding Children who may be vulnerable

- Wednesday 18th April 2012 @ Bouverie Court, Northampton (9.30am - 1.00pm)
- Thursday 10th May 2012 @ Bouverie Court, Northampton (9.30am - 1.00pm)
- Wednesday 23rd May 2012 @ The Cedar Centre, Castor (9.30am - 1.00pm)

To book a place please contact Garry Johnson on 01733 887041 or email: garry.johnson@peterborough-diocese.org.uk

New referral form for children's social care

It may be that you have to contact children's social care to express concern about a child. If you do, you are asked to confirm subsequently your concerns in writing. You can now download and use the Diocesan Referral Form for this purpose. You can find it at www.peterborough-diocese.org.uk/safeguarding/forms.htm

Vetting and barring and CRB checks

The Protection of Freedoms Bill restricts the scope of the "vetting and barring" scheme for protecting vulnerable groups and makes changes to the system of criminal records checks. The House of Commons held the second day of the report stage and third reading of the Protection of Freedoms Bill on Tuesday 11 October 2011. The Bill will now be considered by the House of Lords. The Bill is timetabled for Royal Assent in May 2012.

Criminal Record Bureau checks

Issue 2 of the Safeguarding newsletter gave some advice about what we now do in relation to CRB checks before the Protection of Freedoms Bill becomes law:

www.peterborough-diocese.org.uk/safeguarding/sn-jun11.pdf

For more guidance on completing the CRB application form please also see *An applicant's guide to completing the CRB application* at: www.homeoffice.gov.uk/publications/agencies-public-bodies/CRB/crb-application-form-guidance/crb-application-guidance/applicant-guidance?view=Binary

Contacting your local police

There is a new number to ring for contacting your local police which is being rolled out nationally. 101 is the number to call when you want to contact your local police - when it's less urgent than a 999 call. 101 is available 24 hours a day, 7 days a week. This new number went live in Northamptonshire and Leicestershire (including Rutland) in October 2011, and in September 2011 for Cambridgeshire (including Peterborough).

Click here to read about this and its roll out across the country. www.police.uk/101

Click here for a list of the existing numbers (non emergency numbers) which you can still ring at present www.police.uk/alternative-non-emergency-numbers.

Twelve steps for safe recruitment - see next page

In an emergency

Most situations are not emergencies.

However: If a child or adult who may be vulnerable needs immediate medical help, call emergency services, and ensure that ambulance and hospital staff are informed of any protection concerns.

If it would be dangerous for the child or adult who may be vulnerable to return home, or he or she does not want to return home and you are sufficiently concerned for their safety, contact the emergency social care service or the police.

If you observe a child or adult who may be vulnerable being harmed or at risk of harm by someone other than a family member, you should inform the parents or carers immediately, and work with them on appropriate referral to police or social care.

Contact: Garry Johnson, Safeguarding Officer

For all concerns of harm to children or vulnerable adults

Tel: 01733 887041

Email: garry.johnson@peterborough-diocese.org.uk

Twelve Steps for Safe Recruitment

It is important that we make every effort to recruit safe people into post within our churches and discourage those who may not have the best interests of our children at heart from applying; this can only be achieved by rigorous and safe recruitment!

Click here for The Safeguarding Guidelines relating to Safer Recruitment document:
www.liverpool.anglican.org/userfiles/file/Safer%20Recruitment%20FINAL.pdf

This interim guidance, before the Protection of Freedoms Bill becomes law, identifies 12 steps to safer recruitment and these are incorporated into the Diocesan policy and procedure.

1. Ensure that you have an up to date recruitment and selection policy that describes the process and roles before you begin.
2. Ensure that your organisation has a safeguarding policy and that a statement about the organisation's commitment to safeguarding is included in all recruitment and selection materials.
3. Ensure that you have an up to date job description and person specification for the role(s) you wish to recruit to, that have been agreed with the recruiting manager.
4. Ensure that you have an appropriate advertisement prepared that contains all the necessary information about the role, timetable for recruitment and your commitment to safeguarding.
5. Ensure that you have compiled a suitable candidate information pack containing all the required information about the organisation, role, recruitment timetable, safeguarding policy/statement and application form.
6. Ensure that each application received is scrutinised in a systematic way by the short listing panel in order to agree your shortlist before sending invitation to interview.
7. Ensure that all appropriate checks have been undertaken on your short listed candidates including references.
8. Ensure that all short listed candidates receive the same letter of invitation to interview, supplying them with all the necessary information.
9. Ensure that a face to face interview is conducted for all short listed candidates based on an objective assessment of the candidate's ability to meet the person specification and job description.
10. Ensure that all specific questions designed to gain required information about each candidate's suitability have been asked, including those needed to address any gaps in information supplied in the application form.
11. Ensure that you make a confident selection of a preferred candidate based on their demonstration of suitability for the role.
12. Ensure that your preferred candidate is informed that the offer of employment (including volunteer positions) is conditional on receiving satisfactory information from all necessary checks; including Criminal Record checks.